



The City of Greeley Museums Scope of Collections is a guide to help you understand what the Museums is interested in obtaining for retention and preservation in our museum collections. In order to maximize limited space and staff resources, the Greeley Museums Acquisitions Committee concentrates on collecting items that fill in gaps in our collections and decline items that duplicative or redundant to items in our collections.

The City of Greeley Museums *Scope of Collections*:

- High priority is given to items that were made and/or used in the area now known as Greeley, Colorado.
- Second priority is given to items that were made and/or used in the area originally known as Weld County, Colorado (northeastern Colorado area).
- The time period of collecting shall be from the inception of Greeley to the present day. Artifacts preceding the founding of Greeley shall be collected only as they illustrate the human occupation of the original Weld County.
- In general, only artifacts which are relevant to the purposes and activities of City of Greeley Museums are considered for permanent inclusion in the collections.

Information about donations:

- Please know that the City of Greeley Museums does not have funds to purchase items for the Museum collections and accepts items donated without any expectation of reimbursement.
- The City of Greeley Museums will only accept donations from the person(s) with legal ownership, or the authority to transfer the offered objects/materials on behalf of the owner.
- While your donation may be tax deductible, the Greeley Museums cannot provide valuations for you as that is an ethical conflict of interest as the Internal Revenue Service considers museums and libraries to be interested parties. If you wish to obtain an appraisal for your items, we recommend contacting the American Society of Appraisers at <https://myaccount.appraisers.org/Directories> to request a valuation of your objects.
- The City of Greeley Museums cannot promise that a donated item will be displayed in one of the historic homes or buildings at Centennial Village Museum or be shown in an exhibition at the Greeley History Museum but can and will ensure that your donated materials are maintained in a climate-controlled secure storage area for preservation.
- Donated materials often assist researchers in the City of Greeley Museums Hazel E. Johnson Research Center or occasionally be loaned to other institutions for exhibition.
- The City of Greeley Museums makes it a practice to not cross-collect with other nearby institutions. For instance, if the item you have to offer originated with the college that is now the University of Northern Colorado, we prefer that you offer your items to their institution.
- The City of Greeley Museums does not accept long term loans of items as our first priority is caring for the collections donated to us.
- Donated items cannot be returned upon request as a donation is given “irrevocably and unconditionally” by the donor to the City of Greeley Museums.



To aid Museum staff in assisting potential donors with offers, a *Yes Please ~ No Thank You* list was developed and is updated regularly. This list is by no means definitive and there may be exceptions made for artifacts that have an interesting connection to Greeley/Weld County people, places, and events. Please keep in mind as you prepare your submission that items populating the “*No Thank You*” portion of the list are there for a sound reason (wedding dresses, pianos, etc.).

Yes Please! Items on the Greeley Museums List

- Items related to peoples/cultures of Greeley/Weld County that are currently underrepresented in the Museums' collections
 - Black, Indigenous, and people of color (BIPOC); example areas would be
 - Greeley Stampede participants
 - Dearfield residents
 - Lesbian, Gay, Bisexual, Transgender, Queer/Questioning (LGBTQ+)
 - Non-Christian religious communities
- Items dating to post WWII (after 1945)
 - Post-WWII uniforms and select military items are an example
- Items related to Greeley/Weld County schools, churches, businesses, organizations, and institutions that are currently underrepresented in the Museums' collections.
- Sports uniforms for Greeley/Weld County teams (non-college) Baseball, Bowling, Football, Ice Hockey, Soccer, Softball, Swimming, Tennis, Volleyball
 - For example, items related to notable sporting events or teams like the Greeley Grays.

Yes Please! Photographs, Archival and Library Items

- We may not accept materials that have restrictions on use or copyright; please inquire.
- Diaries and personal accounts
- Books, Manuscripts, Theses, or Research papers
- Abstract of Title booklets
- Oral histories related to Greeley/Weld County people, places, and events
 - Migrant Workers are one example
- Greeley/Weld County Images and Videos (Media)
 - Identified people, places, and/or events are essential
- Family Images and Family Histories
 - Identified family members, homes, events, and/or businesses, etc. are essential
- School Census Records, Teacher Directories, and School Histories

Yes Please! Clothing and Objects

- Boy's and Men's Clothing
 - All types in good condition
- Greeley Police Department uniforms and artifacts
- Greeley Fire Department uniforms
- Telegraph Keys



No Thank You Items on the Greeley Museums List

- Incomplete items and/or Items in poor condition
 - Examples are items missing pieces, or items with tears, rust, mold, or mildew
- Provenance is outside Museum Mission area of Greeley, Weld County or Northeastern Colorado (old Weld County)
- Items related to those of Western European descent
 - Germans from Russia as an example; Museums has many items from this culture
- Items collected by other local institutions
 - University of Northern Colorado, previously known as the State Normal School, Colorado State Teacher's College, Colorado State College of Education, and Colorado State College is an example
 - Please refer to UNC Special Collections and Archives donation form located at: <https://www.unco.edu/library/archives/donate-transfer/>
- Weld County area Museums in Eaton, Kersey, LaSalle, Ault, Nunn, and Platteville
 - Those Museums may be a "more local" fit for your offered item; please inquire.

No Thank You Archival and Library Materials

- Bibles
 - Pages with genealogical information may be considered for digital donation; please inquire.
- City Directories
 - Unless they fill a date gap in the Museum Collections; please inquire with your date.
- Dictionaries, Encyclopedias, and Textbooks
- Ledgers or Business Records with an *unidentified* provenance are generally declined. If you are unsure of the business location, please inquire.
 - Old Ledgers with no entries and in good condition may be considered for education hands-on use, so please do inquire.
- Newspapers, Magazines, and Collections of Clippings
 - For example, newspapers with major event headlines such as the President Kennedy Assassination or Man Walks on the Moon, or undated and unattributed newspaper and magazine clippings.
- Yearbooks
 - Declined unless they fill a date gap in the Museum Collections; please inquire with your date and school or organization.

No Thank You Clothing, Furniture, Equipment, and Objects

- American Flags
- Baby clothing and textiles (blankets, etc.)
- Bedding
 - Foam or feather-stuffed articles such as pillows
- Capelets (Caplets), Collars, and Cuffs



No Thank You Clothing, Furniture, Equipment, and Objects

- Curtains, Rugs, and Carpets
- Doilies, Aprons, and Household Textiles (blankets, sheets, towels, etc.)
- Military Uniforms, as a rule, are declined
 - Exception for post-WWII uniforms (1945 and after) and select military items; please inquire
- Ladies Shoes and Shoe paraphernalia such as Button Hooks
- Girls and Women's Dresses, Hats, Gloves, Handkerchiefs, and Accessories
 - This includes Wedding Gowns
- Girls and Women's Stockings and Undergarments
- Men's Shoes
- Cameras
 - Unless they fill a date gap in the Museum Collections.
- Candlesticks, Lamps, and/or Lighting Devices
- Cream Skimmers, Ladles, and Griddles
- Dolls, Doll Houses, and Doll House Furniture
- Pianos, Melodeons, and Organs
- Table Settings and Flatware
- Household Furniture
- Natural History Material (rocks, animals, plants, etc.)
- Saddles
- Sewing Machines
- Large Farm Equipment and Vehicles
- Tools, particularly Blacksmithing Tools
- Typewriters, Calculating and Dictating Machines
- Trunks and Baskets